

MINUTES OF REGULAR MEETING  
SUGAR CITY COUNCIL  
THURSDAY, AUGUST 25, 2016

Presiding: Mayor David D. Ogden  
Meeting Convened at 6:35 p.m.  
Prayer: Dave Ogden  
Pledge of Allegiance

**PUBLIC HEARING (Proposed Rate and Fee Increases and Additional New Permit Fees):** Mayor Ogden welcomed everyone and brought the public hearing to order. He presented a brief review of the procedure for the public hearing. He briefly reviewed the reasons for the city's need to raise water and sewer rates and other city fees. Clerk-Treasurer Wendy McLaughlin reported that there were no prior written testimonies submitted.

The mayor called for those in favor of approving the proposed revisions. No one testified.

The mayor called for those neutral to approving the proposed revisions. No one testified.

The mayor called for those against approving the proposed revisions. No one testified.

**DISCUSSION AND POSSIBLE MOTION TO ADOPT THE FEE INCREASES:** The council discussed the proposed rate and fee increases, discussing each item affected. Council members discovered building permit fee increases needed more work and study to align them with area costs. They decided to investigate other building fee options and possible software the county is using.

**PUBLIC HEARING (Proposed 2016 -2017 Budget):** The mayor presented a brief review of the proposed 2016-17 budget. Clerk-Treasurer Wendy McLaughlin reported that there were no prior written testimonies submitted.

The mayor called for those in favor of approving the proposed revisions. No one testified.

The mayor called for those neutral to approving the proposed revisions. No one testified.

The mayor called for those against approving the proposed revisions. No one testified.

7:00 The public hearing ended, and the council convened its regular meeting.

**DISCUSSION AND POSSIBLE MOTION TO ADOPT THE PROPOSED 2016-17 BUDGET:** The council briefly discussed the proposed budget. They were ready to adopt the budget, having worked on it in prior meetings.

Present: Mayor David D. Ogden; Clerk-Treasurer Wendy McLaughlin; Councilmen Bruce Arnell, Matt Garner, and Bruce King; Chairman Brent Barrus of the Planning and Zoning

Commission; and City Attorney Bill Forsberg and Dillon Anderson of Forsberg Law Offices. Councilman Cherrington was absent.

**ORDINANCE NO. 319\_2016:**

Ordinance No. 319\_2016 was introduced and read by title only by Councilman Arnell entitled:

“AN ORDINANCE ENTITLED THE ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF SUGAR CITY, IDAHO, FOR THE FISCAL YEAR OCTOBER 1, 2016 TO SEPTEMBER 30, 2017, AND APPROPRIATING TO THE SEVERAL DEPARTMENTS, OFFICES AND FUNDS OF THE SAID CITY GOVERNMENT FROM THE REVENUE DERIVED FROM TAXES LEVIED FOR SAID FISCAL YEAR, AND ALL OTHER SOURCES, SUCH SUMS AS MAY BE NECESSARY OR DEEMED NECESSARY BY THE MAYOR AND CITY COUNCIL TO DEFRAY THE EXPENSES AND LIABILITIES OF SAID CITY FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2017.”

It was moved by Councilman Arnell and seconded by Councilman King to waive reading of the ordinance on three different days and to place it upon its final passage, provided that all revisions agreed upon are included. Thereupon the clerk called roll upon the motion.

Those voting aye: Councilmen Arnell, Garner, and King  
Those voting nay: None  
Councilman Cherrington was absent.

Thereupon, the mayor declared that the motion, having been passed by not less than two-thirds of the council, had been duly carried. It was moved by Councilman Arnell and seconded by Councilman Garner to adopt this ordinance. Thereupon, the clerk called roll upon the motion.

Those voting aye: Councilmen Arnell, Garner, and King  
Those voting nay: None  
Councilman Cherrington was absent.

Ordinance No. 319\_2016 was thereupon declared by the mayor to have been duly passed by not less than two-thirds of the council. The clerk will publish Ordinance No. 319\_2016 in summary or full immediately in at least one issue of the *Standard Journal*, a newspaper published in the city of Rexburg, Madison County, Idaho.

Mayor Ogden asked if there were any corrections to the minutes of the regular meeting held on August 11, 2016. Each councilman had a copy of the minutes prior to the meeting. It was moved by Councilman Arnell and seconded by Councilman Garner to accept the minutes; motion carried.

**PLANNING & ZONING COMMISSION REPORT:** Chairman Brent Barrus reported on items of business:

**Sugar-Salem Shop Design Review Report:** The Design Review Board met to discuss the proposed new Sugar-Salem school shop building. The building will be built next to the fertilizer

plant. There are some items the school will need to comply with in order to complete the building permit application.

**Impact Area Increase Update:** Deputy Clerk-Treasurer Shelley Jones produced a brochure for the commission to help inform the public of advantages of being part of Sugar's impact area. A survey will be taken for city and county information in hopes of expanding the city's area of impact.

**Land Use Title 9 Revision Update:** The commission is nearing completion with the proposed revisions. With the proposed Sugar City Market development, there may be some revisions needed to help facilitate and direct future downtown growth.

**Sugar Market Property Development Proposal Report:** The commission met again with Mike Steers to discuss the proposed development plans for the Sugar City Market property. The commission and council would like to see the vacant property developed and productive.

**NEEDS LIST:** The council reviewed the city's needs list. There were several items that were completed. The council asked that a record be kept of goals completed for each year. Most of the discussion was about Third South and how to improve the existing conditions so that it can function as a main collector. Funding will be sought to help with improvements. Councilman King will report to the council how the road is currently classified.

**PROPOSED FINAL PLAT APPROVAL CODE REVISION:** City Attorney Bill Forsberg introduced Dillon Anderson to the council. He is employed with Forsberg Law Offices and will be helping with city matters. Bill reviewed the city's current final plat process with the council and the needed revisions to clarify, streamline, and bring it into conformance with state statute. Two main revisions were discussed:

- The final plat is a technical review of the preliminary plat. It does not need to go back to Planning and Zoning for review as currently stated in the city code. It will be reviewed by professionals to ensure compliance and proper development. The existing development agreement will be reviewed by city officials. Each phase will go through the platting process as outlined.
- Prior to selling new lots, infrastructure for the development must be completed or bonded to 150% of anticipated cost.

The council appreciated the revisions and explanation of plat procedures that Bill Forsberg introduced and adopted the changes.

#### **ORDINANCE NO. 320\_2016:**

Ordinance No. 320\_2016 was introduced and read by title only by Councilman Garner entitled:

“AN ORDINANCE AMENDING THE SUGAR CITY CODE TO REPEAL THE PRESENT SECTIONS 10-3-6 AND 10-3-7, AND REPLACE THEM WITH A NEW SECTION 10-3-6 THROUGH SECTION 10-3-13 PROVIDING THE PROCEDURE FOR FINAL PLAT APPROVAL AND PROVIDING WHEN THIS ORDINANCE SHALL BECOME EFFECTIVE.”

It was moved by Councilman Arnell and seconded by Councilman King to waive reading of the ordinance on three different days and to place it upon its final passage, provided that all revisions

agreed upon are included. Thereupon the clerk called roll upon the motion.

Those voting aye: Councilmen Arnell, Garner, and King

Those voting nay: None

Councilman Cherrington was absent.

Thereupon, the mayor declared that the motion, having been passed by not less than two-thirds of the council, had been duly carried. It was moved by Councilman King and seconded by Councilman Arnell to adopt this ordinance. Thereupon, the clerk called roll upon the motion.

Those voting aye: Councilmen Arnell, Garner, and King

Those voting nay: None

Councilman Cherrington was absent.

Ordinance No. 320\_2016 was thereupon declared by the mayor to have been duly passed by not less than two-thirds of the council. The clerk will publish Ordinance No. 320\_2016 in summary or full immediately in at least one issue of the *Standard Journal*, a newspaper published in the city or Rexburg, Madison County, Idaho.

#### **DEPARTMENT REPORTS:**

##### **COUNCILMAN KING:**

**Tree and Beautification:** The committee met and weeded the flower bed around the south entrance sign. They continue to water city flowers. The mayor drafted a thank you letter for each of the councilmen to sign to show gratitude for their work on behalf of the city.

**Garbage:** Because of several complaints about garbage not being picked up, the city is reviewing its current contract with PSI.

**COUNCILMAN CHERRINGTON:** Absent

**COUNCILMAN ARNELL:** No report.

**COUNCILMAN GARNER:** No report.

#### **MAYOR'S BUSINESS:**

**ICRMP Training Reminder:** Mayor Ogden reminded the council to take the online training courses offered by ICRMP. The completion of the courses will give the city a 5% discount on their insurance policy. The training deadline is February 1.

**PERSI 401K Reminder:** No report.

**Tree and Beautification Committee Letter:** See above.

**Well #1 Report:** Mayor Ogden reported that Well #1 is currently down and will need to be re-drilled. In the meantime, a new larger submersible pump will be installed as soon as possible to help mitigate the current situation. Grant funding may be available to help, but the council would rather use it for the new well site instead of Well #1.

Meeting adjourned at 9:00 p.m.

Signed: \_\_\_\_\_  
David D. Ogden, Mayor

Attested: \_\_\_\_\_  
Wendy McLaughlin, Clerk-Treasurer